



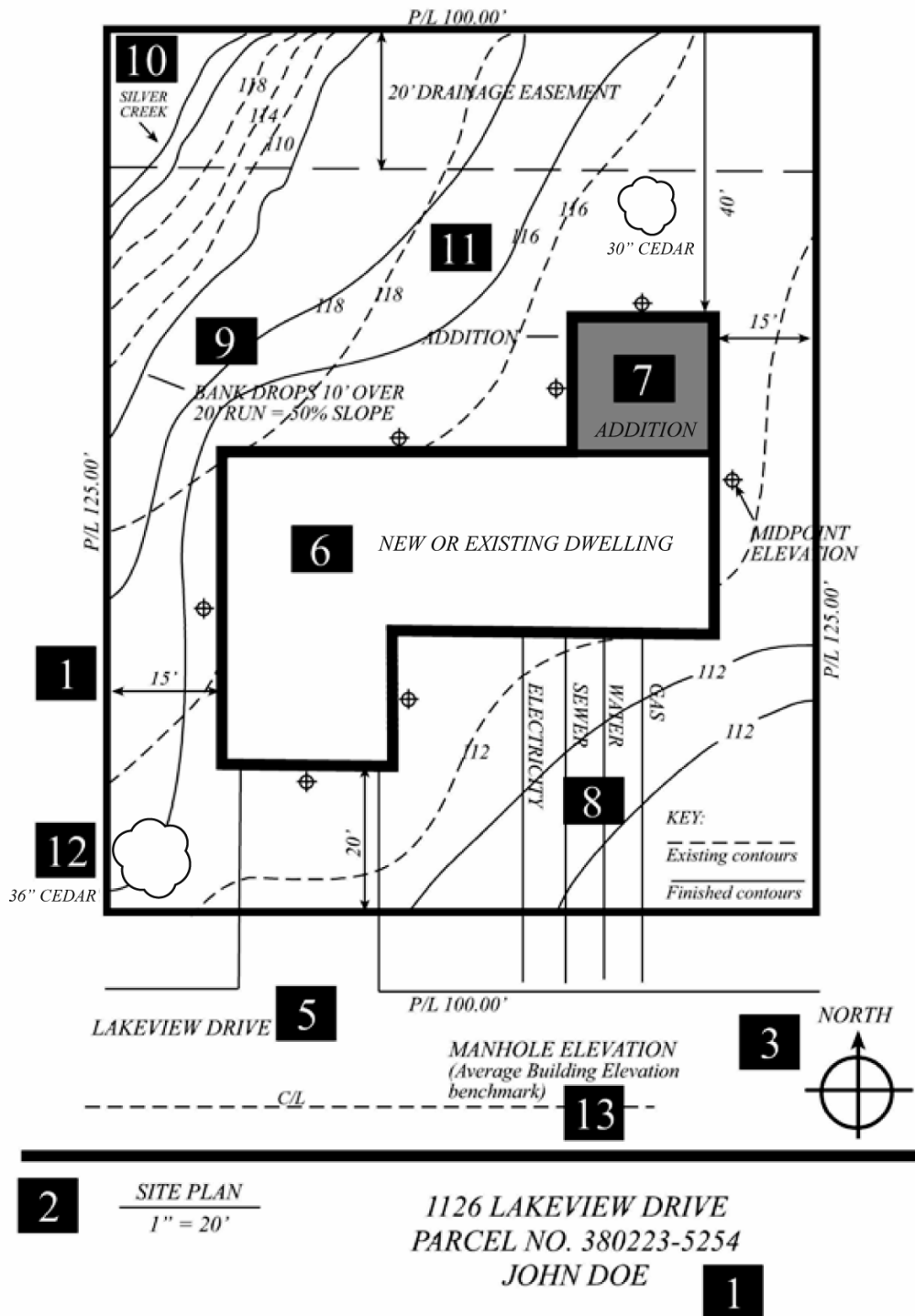
City of Kirkland

Fire/Building Department • 123 Fifth Avenue • Kirkland, WA 98033 • 425-5873600

General Site Plan Requirements

Many different permits **require** a site plan (sometimes called a “plot” plan), which is a detailed and accurate map of the subject property. A complete and accurate site plan, drawn to scale, is important to avoid delays in the review and approval of your project. A complete site plan will include all the site features and information (depending on your site, of course) listed below. **On the next sheet** is a typical site plan.

1	The property owner's name , the assessor's parcel number and the site's address .	9	Any steep slopes (15% or greater) and/or fill areas.
2	The map scale . A scale of 1"=20' is typical, but others, 1/8"=1'0" for example, are also acceptable.	10	All surface water (creeks, streams, ponds, wetland, etc.) within 100 feet of the property.
3	A North arrow indicating the direction North.	11	Accurate existing and finished topography of site shown with 2-foot contour intervals.
4	All property lines , all easements (utilities, access, etc.), and site dimensions . Show the distances between buildings, and from buildings to all property lines.	12	Location, type and diameter of significant trees . Show drip line . See Planning Department 2006 Tree regulations for Tree Plan I requirements (attached). An Arborist report may be required
5	All streets and alleys , with street names . Show all existing and/or proposed driveways (include surface materials).	13	Relevant Average Building Elevation information, including midpoint and benchmark elevations.
6	The location and dimensions of all existing and proposed buildings. Identify each building by its use (garage, residence, shell.). Include decks , retaining walls and rockeries , and the like.	Note:	Lot coverage and supporting calculations. Can be on a separate sheet.
7	Clear distinction between the existing building and proposed addition . Also show any buildings to be demolished .	Note:	FAR (Floor Area Ratio) and supporting Calculations. Can be on a separate sheet.
8	Locations of sewer , water , electricity , and gas lines, and any underground storage tanks .	Note:	Show structures to be demolished . Describe structures to be demolished; i.e. detached garage, shed, single family house.
		Note:	Erosion and Sedimentation Control plan required on site per example ESC plan (attached)



SAMPLE SITE PLAN

- **Lot coverage** and supporting calculations. Can be on a separate sheet.
- **FAR (Floor Area Ratio)** and supporting Calculations. Can be on a separate sheet.
- **Erosion and Sedimentation Control plan** required on site per example ESC plan (attached)
- **Show structures to be demolished.** Describe structures to be demolished.